

| SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM  |                   |               |                    |
|--|-------------------|---------------|--------------------|
| UNCLASSIFIED   | CONFIDENTIAL      |               |                    |
| CENTRAL INTELLIGENCE AGENCY<br>OFFICIAL ROUTING SLIP   |                   |               |                    |
| TO   | NAME AND ADDRESS  | DATE          | INITIALS           |
| 3  | D/OL              |               | <i>[Signature]</i> |
| 1  | EO/OL             | <i>Wp</i>     | <i>1/31/</i>       |
| 2  | DD/L              |               | <i>JS</i>          |
| 4  | C/REC'D/OL        |               | <i>HSC</i>         |
| 5  |                   |               |                    |
| 6  | C/LSD/OL <i>W</i> |               |                    |
| ACTION   |                   | DIRECT REPLY  | PREPARE REPLY      |
| APPROVAL   |                   | DISPATCH      | RECOMMENDATION     |
| COMMENT  |                   | FILE          | RETURN             |
| CONCURRENCE  |                   | INFORMATION   | SIGNATURE          |
| Remarks:   |                   |               |                    |
| <p><i>FYI</i></p> <p><i>Copy of letter to DDCI from</i></p> <p><i>C/FAC</i></p> <p><i>426 FAC should be advised of limitations</i></p> <p><i>on Furniture - Furnishings. Also</i></p> <p><i>time is running out on Ames; colors,</i></p> <p><i>interior finishes color in Sammamish</i></p> <p><i>is all</i></p> |                   |               |                    |
| FOLD HERE TO RETURN TO SENDER  |                   |               |                    |
| FROM: NAME, ADDRESS  |                   | DATE          |                    |
| C/LSD/OL   |                   | <i>28 Jan</i> |                    |
| UNCLASSIFIED   |                   | CONFIDENTIAL  |                    |
|  |                   | SECRET        |                    |

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FI/D-66/044  
26 January 1966

MEMORANDUM FOR: Deputy Director of Central Intelligence

SUBJECT: Scope of the Fine Arts Commission

25X1  
25X1  
1. The Fine Arts Commission, as constituted under Notice of 20 December 1965, reviewed as an early piece of business the scope of the activities they might usefully undertake on the basis of Action Memorandum No. 202 and [redacted] dated 7 1963. We believe that the Fine Arts Commission can advise you on matters affecting the appearance of our buildings and grounds in the following areas:

a. Building

(1) Use of decorative materials and color in the corridors and offices.

→ (2) Selection of furniture and furnishings.

(3) Treatment given less desirable work areas.

(4) Treatment given areas having functions different from regular office space, such as offices of senior staff, recreation rooms, conference rooms, dining areas.

(e) Care and maintenance of property.

b. Visual Arts

(1) Use of paintings and sculpture in public ways and the auditorium.

(2) Stimulation of employee interest in improving the appearance of office space through use of paintings, prints, sculpture and other appropriate objects.

(3) Development and display of exhibits.

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**c. Grounds**

**Use of plants of all kinds in and around buildings.**

**d. Other**

**Advise on all matters of aesthetic relevance to the surroundings in which employees work.**

**2. We recommend that matters falling within the scope of the Commission, as outlined above, be referred to the Commission for advisory comment. A review of the buildings under Agency control suggests that useful comment would relate for the present to the Headquarters Building and to the Ames Building in Rosslyn. We feel that such comment would be particularly relevant where interior decorators are under contract.**

**3. We shall use the above as informal guidance for the Commission subject to any comment you may offer.**

**Chairman  
Fine Arts Commission**

**Distribution:**

**Orig & 1 - DDCI**

**1 - DD/3**

**1 - FAC file**

**DC/FI/D [ ] ets**

*1 - FAC Member*

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**Page Denied**

Date \_\_\_\_\_

TO : DDS DDP IG COMPTROLLER  
DDI DDR OGC ONE

SUBJECT : Establishment of a Fine Arts Commission

REFERENCE:

1. Since moving into the new building, many of us have been aware of the need for the interior decoration of the building to be more in accordance with the fine exterior appearance, the need for a warmer atmosphere and the development of a comprehensive and continuing program to insure that these needs are imaginatively met.

2. A Fine Arts Commission has been authorized to serve in an advisory capacity to the Executive Director (on behalf of the Director and the Deputy Director) so that he can initiate actions to fulfill our needs. It is expected that the Commission will, among other matters, immediately concern itself with advising on the selection of the colors of paint for the walls of corridors and offices; on the selection, framing, and hanging of pictures; and on the development, location, and display of exhibits.

3. I would appreciate your nomination of at least three individuals under your supervision who, you believe, would be especially well qualified to serve on such a commission so that membership might be selected from our best-qualified people. Members of the commission will serve in addition to their normal duties. It is not anticipated that the work of the Commission will require an unreasonable amount of time, as their recommendations will be staffed out to the appropriate action component. Although

SUSPENSE DATE:

*(Handwritten signature and date)*

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It is difficult to establish precise criteria for membership, the following factors may be helpful in your selection of nominees:

- (a) Willingness and desire to contribute time and attention to the work of the Commission.
- (b) Interest and capability in artistic expression.
- (c) A fine judgment in discerning art form.

It is not intended necessarily to select one from each of the Deputy Director's offices although, other things being equal, this would probably be desirable.

4. May I have your nominations along with a brief description of their qualifications by 29 March.

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Lyman B. Kirkpatrick  
EXECUTIVE DIRECTOR

STAT

O/DCI [redacted] ke(18 Mar63)

Distribution:

|                    |                         |                 |
|--------------------|-------------------------|-----------------|
| Orig - DDS         | 1 - IG                  | 1 - Comptroller |
| 1 - DDI            | 1 - OGC                 | L- ONE          |
| 1 - DDP            | 1 - [redacted] Chairman |                 |
| 1 - <del>DDR</del> |                         |                 |
| 1 - ExDir          |                         |                 |
| 1 - [redacted]     |                         |                 |
| 1 - ER             |                         |                 |

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